

CITY OF SALINA

REQUEST FOR CITY COMMISSION ACTION

DATE
10/06/03

TIME
4:00 P.M.

AGENDA SECTION NO:	ORIGINATING DEPARTMENT: CITY MANAGER'S OFFICE BY: Dennis M. Kissinger City Manager	APPROVED FOR AGENDA: BY:
ITEM NO:		

Item:

Consider authorization to proceed with a 2004 pilot program for curbside recycling.

Background:

The City of Salina has implemented numerous waste reduction/recycling programs through its Solid Waste and Sanitation Divisions over the past ten years, in accordance with the adopted Salina/Saline County Solid Waste Plan. A May 2003 report to the City Commission identified these programs as: City Sanitation Division yard waste cart collection program; citywide Fall leaf collection program; free yard waste days program; mulching mower rebate program; solid waste venture grant program; household hazardous waste facility and program; vehicle tire diversion from landfill; and white goods (metal) diversion from landfill, as well as various community education programs. In addition, Salina has a privately owned and operated Recycling Center (Images, Inc.) available to all of our citizens interested in separating their household recyclables and using the Images facility as their "drop-off" location for recyclables. These existing programs are well used and supported by Salinans, as evidenced by use statistics and feedback through a survey the City conducted through the Docking Institute at Ft. Hays State University.

However, the Salina community does not currently have any citywide program, public or private, which involves the collection of household recyclables at curbside. This is a potential enhancement to the community's service which has been a desired, long-term goal of many City Commissioners and Solid Waste Committee members, as well as suggested and supported by many citizens.

Development of a cost-effective, feasible and affordable program to collect recyclables at curbside is a complex task, with many unknown factors. After thorough review, City staff developed a concept for a limited residential trial program involving curbside recycling. Full staff reports were presented to the City Commission at a Study Session in September 2003. After discussion, the Commission expressed support for the concept and asked that the pilot program plan be placed on the October 6 formal agenda for consideration.

A brief executive summary of the pilot program is enclosed. The full preliminary staff report is available on request.

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If the Commission gives approval for staff to proceed, the next steps would include, but not be limited to:

- ◆ Reaching agreement with Images, Inc. for cooperation and partnership as the designated recycling center to receive the City collected materials during the pilot program.
- ◆ Begin public information efforts, including news media, cable access television, city newsletter article and City Website information.
- ◆ Accept applications from current City Sanitation customers interested in participation in the pilot program. The enclosed response format will be used to sign up. Postage paid response cards will be received by all City households in mid to late October with the Fall edition of *The Salina Citizen* citywide newsletter. Citizens will also be able to apply through the City of Salina Website, beginning approximately October 13. Applications/interest forms will be accepted until November 14, 2003. Households will not be selected on a "first come/first served" basis, so our residents don't need to rush in applying. Selected households will be notified by year-end 2003.
- ◆ Complete specifications and seek bids/proposals for the City's purchased operations equipment and a recyclables collection vehicle.

Fiscal Note:

The anticipated maximum cost of the pilot program is \$190,000, with the majority of costs due to capital equipment and supplies. An estimated project budget is enclosed. Funds would be authorized from the Solid Waste Fund (\$130,000 for equipment) and from the Sanitation Fund (\$60,000 for operations). No general tax funds will be used.

Action:

By motion, consider authorization of staff to proceed with the Curbside Recycling Pilot Program, including authorizing soliciting bids for necessary equipment, and authorizing the City Manager to execute cooperation/partnership agreements with Images, Inc.

Enclosures: As stated

Curbside Recycling Pilot Program

Executive Summary Outline:

1. A limited pilot curbside recycling program would be operated for approximately one year by the City's Sanitation Division, beginning approximately March 1, 2004.
2. Project would involve 1,000 interested households which are currently served by City Sanitation. Images, Inc. would partner and cooperate with the City as the Recycling Center to which the City collected items would be taken for processing.
3. Volunteer households would not be charged anything during the pilot program, but would be active participants, providing feedback through customer surveys, focus groups, etc.
4. The pilot program would provide accurate information on actual costs of city curbside recycling services as well as how to most effectively use equipment, devise truck routing, personnel assignment, disposal at recycling center, etc.
5. Prior to the conclusion of the pilot program, a full staff report/analysis could be provided on costs, benefits, challenges and opportunities for a successful permanent program. For a permanent future customer program, a reasonable monthly customer charge would be established for those subscribing to the "expanded sanitation service" which would include curbside recyclables collection. The user fee would be determined based on the cost findings of the pilot program.
6. A pilot program would require approximately \$190,000 in funding, as outlined in the enclosed draft budget.

CURBSIDE RECYCLING PILOT PROGRAM PRELIMINARY COST ESTIMATES

Operating Cost (one year)

♦ Personnel Costs (wages, benefits, etc.)	\$30,000
♦ Vehicle Operations and Maintenance	\$ 5,000
♦ General Operating Supplies and Contractual	\$ 3,000
♦ Public Education and Communication	\$ 5,000
♦ Program Contingency	<u>\$ 5,000</u>
Sub-Total	<u>\$48,000</u>

Operating Equipment (one time expenses)

♦ Radio and Miscellaneous	\$ 1,000
♦ Containers, Lids and Wheel Kits	<u>\$11,000</u>
Sub-Total	<u>\$12,000</u>

Capital Equipment (one time)

♦ Recycling Collection Truck	<u>\$130,000</u>
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Source of Funds:

Solid Waste Fund	\$130,000
Sanitation Fund	\$60,000